

**Flathead Emergency Communications Center
911 Administrative Board Meeting
October 14, 2015 1:15 pm FECC-Emergency Operations Center
Minutes**

Members present for the meeting: Chuck Curry, Bill Dial, Pam Holmquist, Tara Fugina, and Susan Nicosia (01: 17).

Others present: Elizabeth Brooks, Sandy Carlson, Tammy Skramosky, Turner Askew, Roger Nasset Dave Dedman, Tim Faulkner, Doug Russell, Lincoln Chute, Jamin Howell, Jack Spillman, and Juanita Nelson

00:04 Chuck Curry called the meeting to order at 1:16 pm, and a quorum is present.

00:12 **Approval of Minutes:** Bill motioned to approve the August 12, 2015 minutes, Pam seconded, motion carried unanimously.

00:28 **Public Comment:** None

00:37 **Budget:**

00:41 **Current Review of Expenditures Funds 2850 & 4025:** Operating Statements for Funds 2850 and 4025 were distributed to the Board as part of the board packet.

Sandy reported that we have received the first quarter of the State 9-1-1 Revenue, and Juanita reported that she will invoice the entities by the end of the week for their first payments. Overall expenditures should be at 25% or below, and currently overall expenditures is at 17.6%.

New activity code was created this fiscal year for administrative salaries, which will report Juanita and Liz's salaries.

02:35 **State 9-1-1 Program**

02:38 **FY2014 Monitoring Report:** Email from Rhonda Sullivan at from the State 9-1-1 Program regarding FY2014 audit were distributed to the Board.

02:47 **FY2015 Expenditure Report:** FY2015 Annual Expenditure Report and email to Rhonda Sullivan was also distributed to the Board.

Juanita reported per Ms. Sullivan's email that there were no audit findings for FY2014, and that the FY2015 Expenditure report had been filed with the state along with the supporting documentation for the FY2015 audit.

03:05 **Old Business**

03:06 **Operations Board:** Did not meet.

03:06 **Advisory Committee:** Did not meet.

03:11 **Special District:** Pam gave a brief overview of the work session that the Commissioners held yesterday where they outlined a timeline to start the process of creating a Special Funding District. Publish of Notice of Public Hearing is on the Commissioner's agenda tomorrow to start the process to enable it to be placed on the tax rolls for next fiscal year.

Tara did clarify that the publication dates listed in the outline are not set in stone, but that the notices will be published a week apart to comply with public notice requirements.

Discussion followed concerning how to educate the public, and consensus of the Board was to continue as we have as last time and continue to use the bullet point list with Chuck, and Mike Pence as the spokesmen for the District.

Clarification was also made concerning the language on the protest form, and that the Commissioner's office will receive all of the protest forms, to alleviate the burden on FECC staff.

17:17 Management Updates:

17:21 Dispatch:

- Call Volumes
 - August Call Numbers
 - All Lines 2015 – 17,948
 - All Lines 2014 – 16,278
 - Increase ALL lines – 1,670
 - 911 only 2015 – 3,915
 - 911 only 2014 – 3,728
 - Increase 911 only – 187
 - September Call Numbers
 - All Lines 2015 – 15,617
 - All Lines 2014 – 14,145
 - Increase ALL lines – 1,472
 - 911 only 2015 – 3,178
 - 911 only 2014 – 3,064
 - Increase 911 only – 114
- Training has resumed, with one trainee have completed all training phases, the remaining trainees have resumed on whose training had been suspended for the summer.
- We have held two informational sessions for current applicants. Will be scheduling interviews next to fill two vacancies in Dispatch

19:38 IT/GIS:

- Admin Phone System and Voice mail have been upgraded – New Hardware & Software – Little or no noticeable disruption of services
- Network Switch Upgrade is underway (+/- 30%)
- New World 10.2 Upgrade Committee now has testing access to CAD 10.2 SP 6 - We are looking at pulling the trigger on production by Late October/Early November.
- The process has already begun on our New World CAD Enterprise upgrade scheduled for early 2016, and we are currently meeting with NWS staff to discuss upgrades strategy.
- Pelco Surveillance Storage Server failed – It has been rebuilt.
- Pelco Surveillance Cameras are beginning to fail, with three failures to date. We are working on acquiring less costly replacements – The Pelco Cameras are \$1,500 - \$2,000 each.
- Brian is currently in Helena attending the Montana APCO conference to accept the Montana IT Tech of the Year award.

22:15 Communications:

- Traveled to Essex, repaired connectors and loose PA board. Fixed secondary RX system antenna.

- Trip to Numa Communication Site for maintenance.
- Had training in Helena for TX-RX combiner tuning processes.
- Reprogrammed Health Dept.
- Working on several FCC issues and renewals.
- Assisting with AT&T interference problems around the Sheriff Office office, working with Jae at IT to clear off Sheriff Office tower space.
- Did several radio location tests for various agencies.
- Working with BNSF to resolve Middlefork issues. – The contract has been reviewed by the David Randall at the County Attorney's Office, and has been sent to BNSF for their review.
- Had several radio ID changes.
- Fixed minor issue on Columbia Falls site.
- The Marion generator is now up and running.
- Replaced bad coax on Big Mt Main tower.
- Had two microwave issues related to Blacktail and Cominco.
- Prepared software program changes for NV SAR.
- Made four trips to Big Mountain to try and locate 383 interference issues, which have been resolved at this time
- Installed a new 383 solar repeater and solar power system on Werner Peak to provide better coverage in the Olney area.
- Working with Lincoln County to bring Pinkham, King, and Blue back online.

26:23 **Union Negotiations:** Copies of the proposed contract were distributed in the Board Packet, and Doug Russel gave a brief overview of the changes in the contract.

30:50 **AFSCME Local 3032 July 1, 2015 – June 30, 2015 Contract for Signature:** Susan motioned to ratify and sign the contract as presented, Pam seconded, motion carried. Tara Fugina abstained from the vote.

31:34 **New Business:**

31:40 **Concerns and Issues:**

- New World has been sold to Tyler Technologies, and Jamin gave a brief update on Tyler Technologies capabilities, and the merge. The New World President is a 15% shareholder for Tyler Technologies, and will have place on the Board.
- Digiticket – New World is no longer supporting the older equipment, and will cost approximately \$2,000 a unit to update.

35:55 **Next Meeting Date:** The November meeting date as regularly scheduled falls on Veteran's Day, and an observed Holiday. Consensus by the members was to schedule the meeting for the following Wednesday, November 18, 2015 @ 1:15 pm.

Adjournment: Meeting adjourned at 1:53 pm.